



Departmental Quarterly Performance Report

**Department Name: Information Technology
Department**

**Reporting Period:
FY 02-03
4th Quarter**

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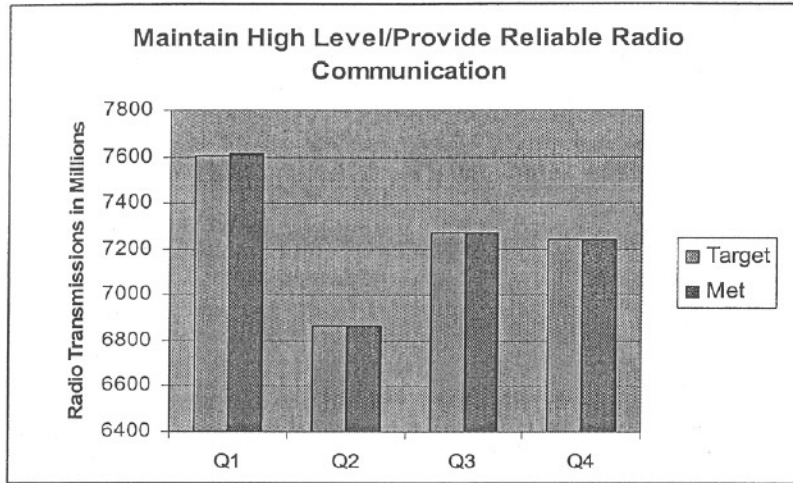
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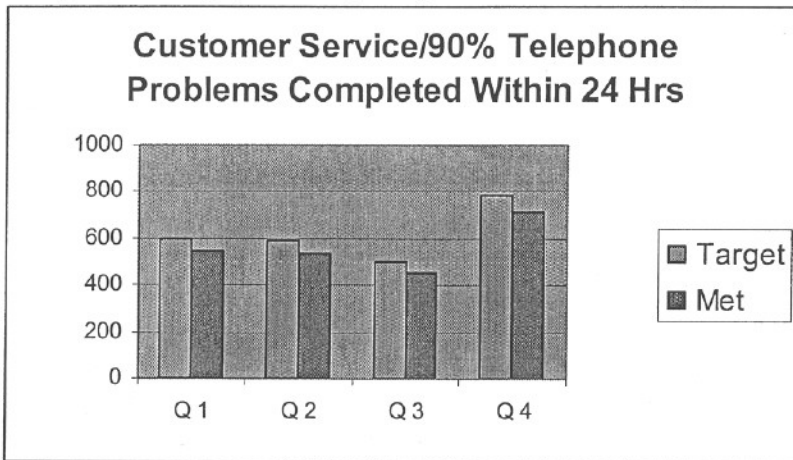
MAJOR PERFORMANCE INITIATIVES

County Mgr. Priority (Circle One): *People* *Service* *Technology* *Fiscal Responsibility*



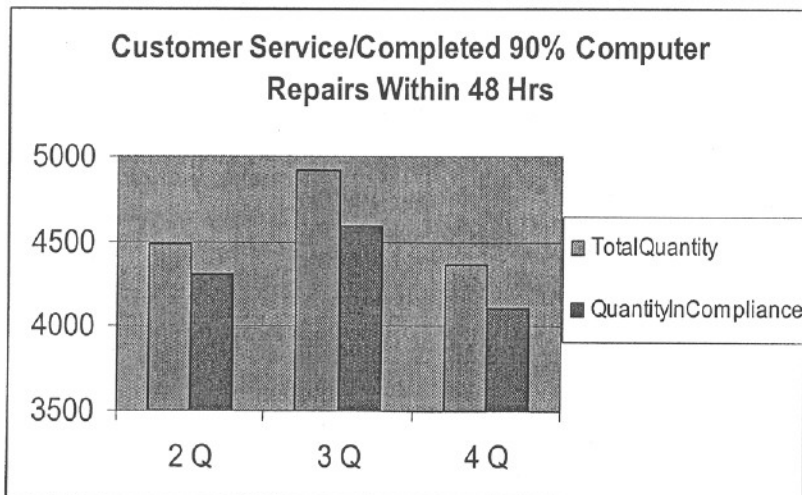
☐ Strategic Plan
☒ Business Plan
☐ Budgeted Priorities
☒ Customer Service
☐ ECC Project
☐ Workforce Dev.
☐ Audit Response
☐ Other _____
 (Describe)

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PERSONNEL SUMMARY : ITD

A. Filled/Vacancy Report

NUMBER OF FULL-TIME POSITIONS*	Filled as of September 30 of Prior Year	Current Year Budget	Actual Number of Filled and Vacant positions at the end of each quarter							
			Quarter 1		Quarter 2		Quarter 3		Quarter 4	
			Filled	Vacant	Filled	Vacant	Filled	Vacant	Filled	Vacant
	316	325	316	19	325	26	320	34	326	28

* Public Safety Departments should report the sworn versus non-sworn personnel separately and Departments with significant part-time, temporary or seasonal help should report these separately.

Notes:

B. Key Vacancies

NA

C. Turnover Issues

Two transfers from SWM occurred during the first quarter; six transfers from DPM and Parks occurred during the second quarter.

D. Skill/Hiring Issues

There has been no significant difficulty in attracting qualified personnel to fill vacancies.

E. Part-time, Temporary and Seasonal Personnel

(Including the number of temporaries long-term with the Department)

One Computer Operations Specialist 1 P/T vacancy existed at the end of the second quarter. There were twenty temporary personnel during the first and second quarter.

F. Other Issues

Ten overage positions were established during the second quarter.

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FINANCIAL SUMMARY

	PRIOR YEAR Actual	CURRENT FISCAL YEAR						
		Total Annual Budget	Quarter		Year-to-date			
			Budget	Actual	Budget	Actual	\$ Variance	% of Annual Budget
Revenues								
C.T.O.'s Office	0	993	248	1	993	1	99.89%	0.11% (1, 3)
Data Center Services	15,783	14,007	3,502	13,861	14,007	15,214	-8.62%	108.62% (2)
Telecommunications								
Consulting Services	12,893	12,911	3,228	10,141	12,911	16,486	-27.69%	127.69% (2)
Telephone & Data Field Services	7,948	9,449	2,362	3,079	9,449	12,086	-27.90%	127.90% (2)
Radio Com Services	12,392	11,320	2,830	1,496	11,320	12,508	-10.49%	110.49% (2)
Phone Service Charge								
Back	14,624	16,657	4,164	7,516	16,657	18,514	-11.15%	111.15% (2)
800 Mhz System								
Maintenance	1,713	1,700	425	364	1,700	1,507	11.34%	88.66% (4)
911 Phone Lines Cost	1,328	1,305	326	844	1,305	844	35.29%	64.71% (5)
Total	66,681	68,342	17,086	37,303	68,342	77,161	-12.90%	112.90%
Expense*								
C.T.O.'s Office	3,015	2,873	718	816	2,873	3,099	-7.88%	107.88% (6)
Data Center Services	14,934	16,500	4,125	3,157	16,500	16,135	2.21%	97.79%
Telecommunications								
Consulting Services	13,242	11,627	2,907	3,817	11,627	14,277	-22.79%	122.79% (2)
Telephone & Data Field Services	6,753	8,750	2,188	3,818	8,750	12,750	-45.72%	145.72% (2)
Radio Com Services	8,741	8,930	2,232	2,713	8,930	10,215	-14.39%	114.39% (2)
Phone Service Charge								
Back	14,753	16,657	4,164	9,270	16,657	18,560	-11.42%	111.42% (7)
800 Mhz System								
Maintenance	2,300	1,700	425	1,507	1,700	1,507	11.35%	88.65% (4)
911 Phone Lines Cost	1,328	1,305	326	175	1,305	844	35.29%	64.71% (5)
Total	65,067	68,342	17,086	25,272	68,342	77,388	-13.24%	113.24%

Notes on Financial Information:

- (1) Budgeted intrafund transfers to support this office were not implemented.
- (2) Usage of services by client agencies exceeded forecasted increases.
- (3) The end of the fiscal year transfer of General Fund subsidy was reduced in one million.
- (4) Variations in traffic fines collection affect revenue and related interfund transfers.
- (5) Lower communication costs incurred due to rate reductions.
- (6) Personnel expenses exceeded budget due to retirement compensations and replacements.
- (7) Backlog of service costs delayed due to implementation of new methodology caught up in the last quarter.

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Fund/ Subfund	Prior Year	Projected at Year-end as of			
		Quarter 1	Quarter 2	Quarter 3	Quarter 4
GF 060 002: ITD operations	(3,380,076)	(1,340,984)	(3,118,834)	(3,351,944)	(417,887)
GF 060 025: Phone Serv.Charge Back	443,926	443,926	443,926	2,630,726	(1,286,881)
SO 100 104 - Project 104141 [800 Mhz maint.]	(404,534)	(404,534)	(404,534)	(404,534)	(403,723)
Total	(3,340,684)	(1,301,592)	(3,079,442)	(1,125,752)	(2,108,491)

(All Dollars in Thousands)

* Expenditures may be reported by activity as contained in your budget or may be reported by category (personnel, operating and capital).

STATEMENT OF PROJECTION AND OUTLOOK

The Department projects to be within authorized budgeted expenditures and projects that available revenues will exceed expenses except as noted below:

Notes and Issues:

(Summarize any concern or exception which will prohibit the Department from being within authorized budgeted expenditures and available revenues)

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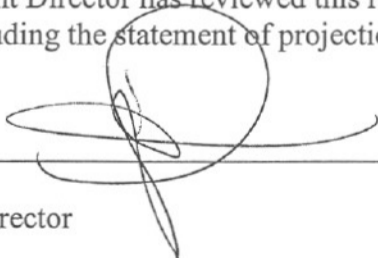
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DEPARTMENT DIRECTOR REVIEW

The Department Director has reviewed this report in its entirety and agrees with all information presented including the statement of projection and outlook.

Signature

Department Director

A handwritten signature in black ink, consisting of a large, stylized 'S' or 'D' shape with a horizontal line extending to the right, crossing over itself.

Date

10/31/03